



**MONTGOMERY**  
FOUNDED 1788

**Town of Montgomery - P.O. Box 356  
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REGULAR MEETING OF THE  
SELECTBOARD & WATER COMMISSION  
Monday, November 16<sup>th</sup> 2020  
6:30pm  
Unapproved Minutes

Full Recording of the Meeting can be found here:

[https://us02web.zoom.us/rec/share/TFvU93fbcRxfSLJ1rZoHQ9APAdifmrlnej43E23CM5bRiCxsvbqz2P\\_I1vDx4EZ.2QjIZU\\_JHmS7yFqs](https://us02web.zoom.us/rec/share/TFvU93fbcRxfSLJ1rZoHQ9APAdifmrlnej43E23CM5bRiCxsvbqz2P_I1vDx4EZ.2QjIZU_JHmS7yFqs)

Passcode: Rh4ue%3n

Attendees: Charlie Hancock, Mark Brouillette, Leanne Barnard, Suzanne Dollois  
Absent: Jacob Racusin, Clerk: Genevieve Lodal-Guild  
Visitors: Barry Kade, Sue Wilson

Charlie called the meeting to order at 6:33pm.

1. Review and make any changes to the agenda

Charlie added under New Business, "Secure Shred Contract with Town Office"

2. Review/approve minutes of November 2<sup>nd</sup> meeting

Leanne made the motion to approve the minutes of November 2<sup>nd</sup> as written, Mark seconded.  
Vote: 3-0, aye. Motion passed.

3. Public Works

a. Roads and Bridges

i. Grant updates - No updates at this time

ii. Class IV road policy/application amendments (*potential board action*)

Charlie reminded everyone that this came up for discussion from a resident asking about putting a guardrail on Dreamers Road, which triggered the Board to look at the Class IV Road policy and its wording. After consulting a lawyer with VLCT, Charlie presented proposed amendments to the Board around the policy's wording to better account for liability. Barry asked about wording around "Town Highway specifications" for Montgomery. Discussion ensued. Mark made a motion to adopt the new language for the Class 4 Road policy, Leanne seconded. Vote: 3-0, aye 1 abstain. Motion passed.

Charlie asked about the agreement attached to the existing Class 4 Road policy, a *Class Four, Trail, or Unclassified Trail Agreement*. Mark responded he thought it was an agreement from when people asked to do improvements to the Class 4 road. Charlie wondered about whether this agreement was for ongoing work (vs. a one-off project) and whether we could edit this agreement for future use. He will bring a draft back to the board for review.

b. Buildings and Grounds

- i. 98 Main Street (*update—discussion re: USPS, TDBank ATM renewal*)  
We have had no formal notification from the USPS.
- ii. PSB/Town Office Renovation/RFP (*continued discussion/updates*)  
Charlie and Jacob are going to meet to discuss this.

c. FEMA (*update*)

We have not seen any money come through from FEMA, but we are still working on projects.

4. Visitors

Barry mentioned that the website is not easily showing the agendas and minutes. Charlie responded that they should all be posted (and confirmed that they are) and that the website is still a work in progress, with an estimated re-launch January 1, 2021.

5. Water Commission Issues

Charlie spoke with Erin about shut-off notices, which will go out shortly and will include information about payment support options.

6. Old Business

a. COVID-19 and Municipal/Local Response (*updates/discussion*)

Charlie said that there is an increase in cases across the state, including Franklin County and Montgomery. Due to this increase in numbers, the Town Office would like to limit in-person contact and therefore resume an appointment-only policy.

Charlie also mentioned looking towards Town Meeting, particularly at voting by Australian ballot. The Board should look at the format for Town Meeting and whether we can have anything in-person. Discussion ensued.

b. Electric Vehicle Charging Stations (*update*)

Charlie spoke with Doug, who has ordered the parts for the installation and will do the work himself and finish the work as soon as possible.

- c. Wastewater and Streetscape Projects (*updates/board action*)
  - i. Status updates—WW flow design dialogue w/ANR  
Charlie reported that the funding is being lined up. The TAP application for \$300,000 has been submitted. We have not heard back yet about the engineering planning advance loan. Charlie spoke with Kathy Lavoie at NWRPC, who is helping towns with this kind of work, and she will help us find additional financing options/grant management.
  - ii. Timeline—Action Items/Next Steps
- d. Communications Union District Update (*update*) - no update at this time

## 7. New Business

- a. Holiday Wreaths (*discussion, board action*)  
Sue reported that she purchased some lights and bows for the holiday wreaths. Some volunteers will put them together so they're ready for hanging up. Charlie made a motion to reimburse Sue \$122 for the expenses associated with the holiday wreaths, Leanne seconded. Vote: 4-0, aye. Motion passed.
- b. Preservation Trust Grant re: Grange Hall (*discussion, potential board action*)  
Charlie said that the Preservation Trust of Vermont is issuing grants from \$50,000 to \$100,000 for buildings run by a municipality or non-profit to execute work restoring buildings that help with economic development or serve as community gathering spaces. The Grange hall fits those specifications, and it could use some rehabilitation work. The deadline for applications is December 14, and there will likely be a group convening to put in an application, pending Board approval.
- c. Health Care Provider (*discussion*)  
The Town's health insurance is through BCBS. Erin received some correspondence from MVP that may save the Town 10-15%. She is going to investigate the details of that swap, and if it is less expensive, she will make that change for the Town.
- d. Town of Enosburg Ambulance (*discussion*)  
The Town of Enosburg had a meeting regarding service needs funding, and as all towns are required to have ambulance service, they are trying to figure out how to meet needs, secure staffing, and have the funding to run. Bobbi Jo (Enosburg's Town clerk) will send along her notes, but there were no formal minutes. Charlie will report back when he receives her notes.
- e. Zoning Administrator Performance Review (*discussion, potential board action*)  
Suzanne made a motion to enter into Executive Session, Leanne seconded. Vote: 4-0, aye. Motion passed.  
  
Leanne made a motion to come out of Executive Session, Suzanne seconded. Vote: 4-0, aye. Motion passed.

Charlie moved to increase the Zoning Administrator's pay rate from \$17 per hour to \$18 per hour, retroactive to the beginning of the Fiscal Year (July 1st), Leanne seconded. Vote: 4-0, aye. Motion passed.

f. Secure Shred Contract with Town Office

Liz asked about employing a container service for shredding of sensitive documents. She would like to enter into an agreement with Secure Shred, which involves having one 64-gal tote (6 standard bank boxes of documents) on site, picked up every 4 weeks. The cost is \$22 for the unit and \$22 per pickup, so it comes out to about \$22 per month. Leanne made a motion to authorize the contract with Secure Shred, Suzanne seconded. Vote: 4-0, aye. Motion passed.

g. Overweight Truck Permits

h. Liquor/Tobacco Licenses

8. Open Mail / Sign Orders / Administrative Matters

9. Review Action Items for Board Members

10. Adjourn

Suzanne made a motion to adjourn, Mark seconded. Vote: 4-0, aye. Motion passed.

Meeting adjourned at 7:35pm.

Respectfully submitted,

Genevieve Lodal-Guild